



Corporate & Regd. Office: 2<sup>nd</sup> Floor, Viraj Towers, Near Landmark Bldg., W. E. Highway, Andheri – East, Mumbai – 400 069  
Tel: +91-22-39548500 / 40751515 Fax: +91-22-40751535  
Website: www.inventuregrowth.com

Dear Sir / Madam,

**Sub: SEBI Circular on dealings between Client and Stock Broker**

First of all, we would like to express our sincere gratitude to you for being part of the Inventure Growth & Securities Ltd; we value your relationship with us. We thank you for putting trust on us by patronage of our products and services.

In order to bring about greater transparency and discipline in dealings between members and clients, Securities & Exchange Board of India (SEBI) vide its circular No. MIRD/SE/Cir-19/2009 dated December 3, 2009 has prescribed various norms / requirements. This circular would involve significant process and document changes w.r.t our existing member client relation. Hence, we would request your urgent attention and full co-operation in complying / understanding the requirements in terms of change in documentation / process.

**Authorization to maintain running account – (Please refer annexure “Voluntary”)**

As per your request, we are maintaining running account for your transactions executed through us for both funds & securities. The mandate for maintaining running account is to be renewed every year by the client hence you are requested to submit the enclosed authorization letter duly signed by you to your nearest IGSL Office or our registered office address: 201, Viraj Tower, Near Land Mark, W.E. Highway, Andheri (E), Mumbai-69.

**Actual settlement of account on periodic basis**

SEBI has mandated the actual settlement of funds and securities at least once in a quarter or a month, depending on the preference of the client. At present quarterly statement of accounts for funds and securities are being issued to you for enabling you to reconcile your account. We would like to inform you that you have an option to settle and reconcile your accounts on monthly basis for which we would require your consent. In the absence of a specific written requisition from your side we would settle and reconcile your account on quarterly basis.

**Documentary Evidence of financial details**

You are requested to submit documentary any of the documents in support of your current financial status.

1. Copy of Income Tax Return (ITR) Acknowledgement
2. Copy of Annual Accounts
3. Copy of Form 16 in case of salary income
4. Networth certificate
5. Salary Slip
6. Bank account statements for last 6 months
7. Copy of demat account Holding statement (**Other than IGSL**)
8. Any other relevant documents substantiating ownership of assets

We request you to co-operate in complying with the requirements stated above in order to enable us to serve you in a better way. Kindly provide records / documents / confirmation as sought latest by 5<sup>th</sup> June, 2010.

In case of any queries, you are welcome to call Mr. Jatin Shah & Ms. Dimple Thakkar on (022) 39548500 (Extn: 513 & 514) or write on Jatin.shah@inventuregrowth.com or dimple.thakkar@inventuregrowth.com.

Looking forward to a long term and fruitful relationship and assuring you of our best services.

Thanking you,

Yours sincerely,

**Inventure Growth & Securities Ltd.**

This is a computer generated statement hence signature not required.